



LAKE AUSTIN TASK FORCE MEETING MINUTES OF September 14, 2012
Monday, September 14, 2012 12:30 p.m. to 2:30 p.m.
505 Barton Springs Road Room #325

1. CALL TO ORDER

Chair Linda Guerrero called the LATF meeting to order at 12:30 p.m.

LATF Attendees:

Alan Roddy
Ben Hodges
Carol Lee
Ernest Gonzalez
Jane Rivera
Linda Guerrero
Mary Ann Neely
Pam Murfin
Kenneth Pfluger
Eric Moreland
William Moriarty
Nick Wiersema
Andrew Hawkins
Mary Gay Maxwell
Ellen Witt
Brian Roark

Members absent:

Jared Mathews

Others present:

Bruce Aupperle
Andrew Clamann
Chris Herrington
John Scott
Chris Yanez
Ed Peacock
George Zapalac
Liz Johnston
Russell Lewis
Sue Barnett
Andrew Clamann
Mike Personett
Tracy York
Greg Sapire

Pedro Landa

2. CITIZEN COMMUNICATIONS: GENERAL

Citizen communication is an opportunity for members of the public to address the Lake Austin Task Force. Speakers signed up for each of the following issue areas will each be allowed a 3 (three) minute time allotment to speak on items posted on the agenda:

- **Greg Sapire signed up to speak about Lake Austin Marina's Wave Abatement Variance.**
- **Pedro Landa signed up to speak about wakes and Lake Austin Marina's Wave Abatement Variance.**

3. LAKE AUSTIN TASK FORCE BUSINESS AND ACTION

- a. Approval of minutes from the August 27, 2012 LATF meeting.

The August 27, 2012 LATF minutes were approved on Kenneth Pfluger's motion and Jane Rivera's second [Vote 12-0-4]

- b. Task Force discussion and deliberation process – Larry Schooler, City of Austin Public Information Office

This item was conducted as posted; the Lake Austin Taskforce motioned to use the task force discussion and deliberation process as outlined by the facilitator Larry Schooler. Motion by LATF member William B. Moriarty and seconded by LATF member Mary Ann Neely. [Vote 16-0-0-1]

- c. Lake Austin Tour

This item was conducted as posted. Staff discussed several alternatives for the tour. Chuck Lesniak will research the alternatives and make a report at the next meeting.

4. DISCUSSIONS AND ACTION ITEMS

- a. Lake Austin Task Force work scope

This item was conducted as posted.

- b. Identify and prioritize Lake Austin issues for consideration by Lake Austin Task Force
The Lake Austin Taskforce did not have time for this item; members will submit other issues that they have to Chuck Lesniak or Marilla Shepherd.

NEW BUSINESS - Future agenda items

1. Consider dates and times to set a public hearing for Fall and Spring to hear from the citizens of Austin.
2. Discuss working groups how the LATF will break up into the groups.

ADJOURNMENT

Chair Linda Guerrero adjourned the meeting at 2:30 p.m.



LAKE AUSTIN TASKFORCE MOTION 0914123b

Date: September 14, 2012

Subject: Use the LATF discussion and deliberation process as outlined by Larry Schooler

Motioned By: William B. Moriarty

Seconded By: Mary Ann Neely

The Lake Austin Taskforce members motioned to use the LATF discussion and deliberation process as outlined by Larry Schooler below:

OPERATING PRINCIPLES AND AGREEMENT OF PURPOSE

Valid information.

This means that participants share information in ways that allows others to understand their reasoning and, ideally, to make some judgments about whether the information is accurate. There also needs to be a commitment when facilitating groups to seeking new information in order to review and make decisions and develop understandings.

Free and informed choice.

Participants should be able to define their own objectives and methods for achieving them; choices should not be coerced or manipulated; and choices should be based on valid information.

OPERATING PRINCIPLES AND AGREEMENT OF PURPOSE

Internal commitment.

Participants feel personally responsible for the choices they make: they own their decisions. In addition commitment to action is 'intrinsic, rather than based on reward or punishment.

Compassion

Participants need to be able to suspend judgment and allow themselves to be concerned about the experiences of others, and their suffering. They also need to be concerned with their own suffering and wellbeing.

Decision-Making Process

The Facilitation Team will use a nine-step model (adapted from The Skilled Facilitator) to help the Task Force reach consensus. This will occur over several meetings and integrate the work of subcommittees.

1. Define the objective (done in part by Council resolution, perhaps refined by TF or staff)
2. Establish discussion agreements for meetings and criteria for evaluating solutions

3. Identify root issues that need to be addressed and gather needed background information (from staff, outside experts, etc.)
4. Generate alternative solutions (brainstorm and other methods)
5. Evaluate alternative solutions
6. Select the best solutions (via consensus—see upcoming slide)
7. Develop a draft report
8. Revise draft report
9. Present final report

The Facilitation Team will utilize this model to walk the task force through a series of exercises designed to reach consensus.

Decision-Making Process

- During many of the early phases of the process, the Facilitator will ask that Task Force members do some individual thinking and writing about the questions posed to them, then share that thinking in smaller groups (or subcommittees)
- While all members of the Task Force may think of themselves as self-confident and willing to speak their views openly, some members may be better equipped to do so than others.
- The use of individual thinking, writing and small group discussions will help all participants bring their ideas forward, assist the Facilitator to illuminate areas of common ground, and drive the group more efficiently toward consensus.
- During evaluation and selection of proposed solutions, the Facilitator will use techniques that will help the Task Force gauge how close or far away they may be from consensus.
- Techniques can involve the use of cards with different colors (green, yellow and red) to indicate how supportive a council member may be of an idea.
- It can also involve using a 1-5 numerical scale to get a sense of the group's average score, such as 1 to indicate firm opposition to an idea and 5 to indicate firm support.
- The Facilitator will use the results from these exercises to move the group more efficiently through their review of brainstormed solutions by pinpointing areas where the group should focus more discussion.
- **LATF issues that do not reach a consensus and non-consensus items be tracked in minutes and in the final report.**

Guiding During Meetings

- Once the meeting starts, the facilitator serves the entire group, and neutrality is crucial.
- The facilitator pays attention to setting the tone for the meeting at its onset.
- The facilitator encourages everyone to speak, deeply listening in order to assist the group in its deliberations, and being fair and unbiased in our speech and actions.

- If the group is not reaching its stated goals, the Facilitator will work with the Chair, Vice Chair, and Staff to modify the process.
- The facilitator uses consensus-building, conflict resolution and impasse techniques.

In addition, much of what is described here – such as a clear agenda, decision space, purpose and goals, as well as ground rules or guidelines for productive interaction – can help reduce the potential for conflict.

Before each meeting is over, the facilitator will make sure that the meeting purpose is reviewed and progress noted, next steps and assignments are clear, and the group has decided how it will hold itself accountable for follow-through.

VOTE: 16-0-0-1

For:

Alan Roddy
Ben Hodges
Carol Lee
Ernest Gonzalez
Jane Rivera
Jared Mathews
Linda Guerrero
Mary Ann Neely
Pam Murfin
Kenneth Pfluger
Eric Moreland
William Moriarty
Nick Wiersema
Andrew Hawkins
Mary Gay Maxwell
Ellen Witt
Brian Roark

Against:

Abstain:

Absent: Jared Mathews

